



# Iowa Department of Human Services

Terry E. Branstad  
Governor

Kim Reynolds  
Lt. Governor

Charles M. Palmer  
Director

February 17, 2014

Dee Kray  
21743 Business Highway 151  
Monticello, Iowa 52310

Dear Dee,

I appreciate your working with me to complete the spot check. Here is the website to check out pac'n'plays that have been recalled to ensure you do not have one that is unsafe-<http://www.cpsc.gov/>

Here is the department's site for training information. This site has approved trainings listed.[http://www.dhs.iowa.gov/Consumers/Child\\_Care/Professional\\_Development.html](http://www.dhs.iowa.gov/Consumers/Child_Care/Professional_Development.html)

This letter is in regards to the (February 14, 2014 compliance check of your Category B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1) e- Electrical wiring shall be maintained.

☐ 110.5(1) e- All accessible electrical outlets are safely capped.

**Reason determined out of compliance: I observed an electrical outlet in the living room area accessible to a child without a safety cap on it**

**How to correct: You placed a safety cap on this outlet right away and as a result *this item is now in compliance.***

☐ 110.5(1) q- All dogs and cats have annual examinations. Records of the exams are on file and must verify that routine immunizations are current and animal is free of endo and ecto parasites.

**Reason determined out of compliance: Your pet's last exam in over a year ago and needs to be updated.**

**How to correct: Schedule you annual exam and have eth veterinarian complete and sign the Pet Health Certificate I left with you.**

☐ 110.5(8) Children's Files

☐ 110.5(8) - An individual file is maintained for each child and updated annually or when there are changes. Each file contains:

☐ 110.5(8) e- For school aged children: An annual statement of health condition signed by the parent or legal guardian, annually from date of admission physical.

**Reason determined out of compliance: I did not find this information in the file for one child.**

**How to correct: This child's parents need to provide you with an annual statement of health for his file.**

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations within the next 45 days.**

☐ Based on the items out of compliance listed above, a recheck or follow up visit to your home is not necessary. However, it is essential you provide documentation to the Department that certifies you have corrected each of the identified regulatory violations and are now in complete compliance with all Departmental regulatory mandates. **Please check mark each of the boxes listed above when the necessary corrections have been completed. By doing so, you certify that you have completed all of the mandated regulatory requirements contained within each identified section.**

**I certify that I have taken all of the steps necessary to correct each of the identified violations noted above and am now in complete compliance with all of the Departmental mandated regulatory rules.**

**Please sign and date below, and return this form in the provided envelope by: March 21, 2014**

X \_\_\_\_\_  
Signature Date

Please do not hesitate to contact me at DHS at 319/892-6803 or toll free 866/534-3112 if you have any questions regarding this letter.

Sincerely,

Dale Garlinghouse  
Social Worker II

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at Cindy Heck 319-538-8464.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to [http://www.dhs.state.ia.us/Consumers/Child\\_Care/Professional\\_Development.html](http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html) and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income

tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).